

POLICE AIDE II – SPECIALIST (654-08)
(FINGERPRINT CLASSIFICATION)
EVENINGS & WEEKENDS 3:30 P.M. – 12:00 A.M.
SALARY: \$28,745.60 -\$38,646.40

THE POSITION

This is highly responsible work of more than average difficulty in performing technical duties within the Police Department.

An employee in this class is responsible for work in the law enforcement agency in such assigned areas as evidence, fingerprinting, case assessment and tracking, or other technical functions as required. Assignments are received in the form of general outlines for desired results. Detailed instructions are received only for unusual situations or when procedures are changed. This class differs from that of Police Aide II in the level of required specialized technical knowledge and responsibility of action placed upon the incumbent. Primary work assignments in this class include the taking of fingerprints; comparing and classifying fingerprints for identification purposes; indexing, sorting and filing fingerprints.

NOTE: The duties of this position will include all of those duties set forth in the official job description.

THE REQUIREMENTS

1. Have graduated from a standard high school or possess an acceptable G.E.D. certificate from a recognized issuing agency.
2. Have at least two (2) years work experience in a paraprofessional capacity in a police agency including at least one (1) year of work experience in fingerprint classification. Having completed the FBI basic and/or advanced fingerprint or the applied science basic or advanced fingerprint classification course may be substituted for the work experience.

THE EXAMINATION

The examination will consist of a written examination and an oral interview. Applicants must attain a minimum score of 70 in each part of the examination in order to qualify. All successful applicants will be required to pass a medical examination, including drug screening prior to appointment.

NOTE: Candidates will be required to successfully pass a polygraph examination prior to employment.

HOW TO APPLY

Application forms should be filled out completely and should clearly show that the minimum qualifications are met. Eligibility for hire may be based on a rating of the application; therefore, completeness and accuracy are of the utmost importance. Official City of Fort Lauderdale applications will be accepted and received at the Department of Human Resources, City Hall, 100 North Andrews Avenue – 3rd Floor, Fort Lauderdale, Florida. Open continuously until a sufficient number of applications have been received.